

Delaware Cyber Security Advisory Council (DCSAC)
Subcommittee: Cyber Security Exercises Across Industries

March 29, 2017

Locations joined meeting via videoconference

New Castle County

Delaware Department of
Transportation
Basement Conference Room
250 Bear Christiana Road
Bear, DE 19701

Kent County

Department of Technology
and Information
**Telecom Conference Room,
2nd Floor**
801 Silver Lake Blvd
Dover, DE 19904

Sussex County

Thurman Adams State Service
Center
DPH Library, 1st Floor
546 S. Bedford Street
Georgetown, DE 19947

Type of Meeting: DCSAC Subcommittee Meeting – Exercises

Meeting Facilitator: Sandee Alexander

Subcommittee Members:

Name	Organization	Attendance	Designee in Attendance
Sandra Alexander	Dept. of Technology & Information (DTI)	Present	
Lori Gorman	Dept. of Technology & Information (DTI)	Present	
Kristen Schindler	JP Morgan Chase	Excused	
Dr. Marwan Rasamny	Delaware State University	Present	
Daniel Meadows	Delaware State Police	Excused	

I. Call to order

Sandee Alexander called the meeting to order at 11:30 AM.

II. Welcome and Introductions

Sandee Alexander welcomed all of the Council members. In addition to the above Council members, the following attendees were present for the meeting: Kathy Stott, admin for DTI.

III. **Review and approval of last meeting minutes**

- A. Marwan Rasamny made the motion to approve the minutes from February 22, 2017 subcommittee meeting and Lori Gorman seconded. The motion to approve the minutes carried unanimous.
- B. Lori Gorman made the motion to approve the After Action Report from February 22, 2017 subcommittee meeting and Marwan Rasamny seconded. The motion to approve the report carried unanimous.

IV. **Old Business**

- A. A review and recap of the After Action Report from the tabletop exercise that was executed on January 25th, 2017 at the DCSAC was discussed. All members were satisfied with the results.
- B. The future of the Exercise Subcommittee was the next discussion. This committee has always met Quorum and will not be affected by the restructuring of the other subcommittee's. Another member will be joining this subcommittee, Renee Hupp from Dept. of Emergency Management Agency.

V. **Exercise Trends**

- A. During the DCSAC meeting today the Council assigned the Exercise subcommittee a task of developing a generic procedural playbook. In the playbook they are to include what are the best practices and sharing information across industries. It was suggested to reach out to outside agencies for their playbooks to assist in formalizing this one.
- B. Action item: Elayne Starkey to request the DCSAC Council members to submit a copy of their playbook.
- C. Subcommittee discussed putting together another table top exercise for the May DCSAC meeting involving a physical cyber threat targeting utilities, water and communication networks.

VI. **New Business**

Discussion on future exercises at next subcommittee meeting in April. Define the tabletop exercise targeting industries.

VII. **Public Comment**

None

VIII. **Adjourn**

With no further business to conduct, Lori Gorman motioned to adjourn Marwan Rasamny and seconded the motion. With no opposition, the motion was carried unanimously. The meeting adjourned at approximately 12:30 PM.

Respectfully submitted,
Kathy Stott